MINUTES
IT Strategic Planning Committee

DATE	March 7, 2006
TIME	10:00 AM
LOCATION	Education Board Room, 700 E Fifth Street, Carson City
RECORDER	Alisanne Maffei, Strategic Planner

ATTENDEES

Name	Attend ✔	Name	Attend ✔
Andrew Clinger, Department of Administration	✔	Co-Chair – Terry Savage, Department of Information Technology	✔
Administration, Dave McTeer	✔	Education, Keith Rheault	
Janet Murphy	✔	Doug Thunder	✔
Maude Naroll	✔	Governor's Office, Keith Munro	✔
Agriculture, Don Henderson	✔	Homeland, Giles Vanderhoof	
B&I, Doug Walther		Military, Miles Celio	✔
Bill Maier	✔	Motor Vehicles, Ginny Lewis	✔
CNR, Allen Biaggi		PEBP, Forrest Thorne	
Kay Scherer	✔	Personnel, Jeanne Greene	✔
Corrections, Glen Whorton		Public Safety, George Togliatti	
Cultural Affairs, Scott Sisco		PK ONeil	✔
Sara Jones	✔	Taxation, Chuck Chinnock	✔
DETR, Terry Johnson		Tom Summers	
DHHS, Mike Willden		Transportation, Robert Chisel	✔
Michael Torvinen	✔	Veteran's Service, Chuck Fulkerson	✔
DoIT, Kathy Ryan	✔	Wildlife, Terry Crawforth	✔
Alisanne Maffei	✔	Bob Haughian	✔

CALL TO ORDER

I Introduction

- Andrew Clinger, Department of Administration, called the meeting to order. Introduced was Maud Naroll, Budget Analyst with Department of Administration.

II Review and Approval of the Minutes

- After review of the February meeting minutes, it was moved by Kay Scherer and seconded by Terry Savage to accept the minutes. The minutes from February 7, 2006 were accepted as presented without changes.

III Strategic Enterprise IT Planning

- Andrew Clinger introduced Maud Naroll to facilitate the development of the IT Vision and IT Mission Statements. The committee constructed the following statements:

IT Vision

All state government services and information are secure, leading edge, necessary, seamless, and conveniently accessible

IT Mission

Provide high level oversight, guidance, and coordination in information technology to make government more efficient, economical, and accessible

- The group will review these end products for the IT Vision and IT Mission statements and finalize at the following meeting in April.

VI Updates

- It was requested to have Top Ten IT Metrics. These are in the process of being developed.
- The Critical Business Technology Assessment Project (CBTAP) status was discussed. The update will be mailed out to the committee by separate cover.
- Melissa Flanagan, Security Unit, presented the Nevada Information Security Professional (NISP) process; four modules are available for Information Security Officers (ISO's) to complete. She discussed the Nevada Access System (NAS) is in the development stages and other security updates.
- Dave McTeer relayed the Enterprise Architecture Committee is working on Identity Management (IdM) Statement of Direction.
- Terry Savage provided an update on the Technical Standards Committee anticipating the ITSPC reviewing the first standards from that committee around April, 2006.
- Dave McTeer gave an update on the enterprise ePay project. He expects Public Utilities Commission to begin to use eCheck once approved by the Board of Examiners (BOE).

- Dave McTeer provided a status on the Enterprise Video Teleconferencing project; the purchasing all agency memo has been distributed. A meeting with DoIT and DOA discussed the current need for router upgrades to accommodate the increased bandwidth, and recommended for the next budget cycle core and edge routers as well.

VI Future Issues/New Business

- It was recommended that technical related Bill Draft Requests (BDR's) of interest be reviewed and tracked; this is targeted for July for the committee.

VII WRAP UP

- The scheduled April IT Strategic Planning Committee (ITSPC) meeting was moved to the first Wednesday, April 5th, due to the planned Interim Finance Committee (IFC) on April 4th.

- The May Meeting of the ITSPC will be Tuesday, May 2, 2006, scheduled for 10:00 AM – 12:00 Noon in the Library and Archives Large Conference Room.

- The IT Project Prioritization meetings will be scheduled for all day on the **Third Week of June** in the Library and Archives Large Conference Room.

ACTION ITEMS

Item No.	Description	Assigned To
0.	Compile inputs for Enterprise and Agency IT Strategic Plan with Directors and Agencies - ongoing	Alisanne Maffei
3.	Draft update for NITOC policy including impact statement	Alisanne Maffei
4.	Update on Digital Certificates and Digital Signatures for Nevada	Alisanne Maffei
5.	Provide listing of IT Accounts	T. Savage/ A. Maffei
6.	Presentation to the committee on IT assessments and trended data	A. Maffei coord
7.	Research other states funding mechanisms for applicability	A. Maffei/S. McGee
8.	Review the highway fund treatment for microwave projects	Alisanne Maffei

Related Links / Contact Information:

State of Nevada Vision Statement and Mission Statement, State of Nevada Strategic Plan
http://budget.state.nv.us/BudgetInst_07_09/chapters/budget_instructions_2007_2009_hq1_%20APPENDIX%20A%20-%20NEVADA%20STATE%20STRATEGIC%20PLAN_38.pdf

Nevada State Agencies Video Conferencing Contact listing : http://doit.nv.gov/DoIT_Meetings.htm

SilverSource updated link: http://silversource.state.nv.us/

Terry Savage contact: 684-5801, cell 721-5184, tsavage@doit.nv.gov

IT Security email infosec@state.nv.us

Training User Guide http://infosec.intranet.nv.gov/Security_Training.htm

Security Awareness Program http://infosec.nv.gov/Security_Services.htm#Awareness

Nevada Communications Steering Committee website: http://ncsc.nv.gov/

IT Strategic Planning Committee: http://nitoc.nv.gov/IT_StrategicPlan.htm

IT Project Oversight Committee: http://nitoc.nv.gov/IT_Project_Oversight.htm

The Critical Business Technology Assessment Program (CBTAP) Tool: http://doit.nv.gov/cbtap/